

**DRAFT Final Stormwater Management Plan**  
**Town of Fuquay-Varina**  
**NCS000504**



**FUQUAY-VARINA**  
*north carolina*

**June 2021**

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## PART 1: INTRODUCTION

The purpose of this Stormwater Management Plan (SWMP) is to establish and define the means by which the Town of Fuquay-Varina will comply with its National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit and the applicable provisions of the Clean Water Act to meet the federal standard of reducing pollutants in stormwater runoff to the maximum extent practicable.

This SWMP identifies the specific elements and minimum measures that Fuquay-Varina has developed, implemented, enforced, evaluated and reported to the North Carolina Department of Environmental Quality (NCDEQ) Division of Energy, Minerals and Land Resources (DEMLR) in order to comply with the MS4 Permit number NCS000504, as issued by NCDEQ. This permit covers activities associated with the discharge of stormwater from the MS4 as owned and operated by the Town of Fuquay-Varina and located within the corporate limits of the Town of Fuquay-Varina.

In preparing this SWMP, the Town of Fuquay-Varina has evaluated its MS4 and the permit requirements to develop a comprehensive 5-year SWMP that will meet the community's needs, address local water quality issues and provide the minimum measures necessary to comply with the permit. The SWMP will be evaluated and updated annually to ensure that the elements and minimum measures it contains continue to adequately provide for permit compliance and the community's needs.

*Standard Operating Procedures (SOPs) for MS4 Compliance* are underway for implementation in FY2022. SOPs will be implemented for all six of the minimum measures outlined in the permit. All SOPs will include program implementation, permit compliance assurance and program evaluation procedures. *Permit compliance assurance* procedures are represented in this document in the form of Best Management Practices (BMPs).

All provisions contained and referenced in this SWMP, along with any approved modifications of the SWMP, are incorporated by reference into the permit and become enforceable parts of the permit.

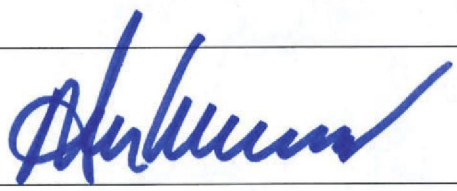
## PART 2: CERTIFICATION

By my signature below I hereby certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

I am also aware that the contents of this document shall become an enforceable part of the NPDES MS4 Permit, and that both the Division and the Environmental Protection Agency have NPDES MS4 Permit compliance and enforcement authority.

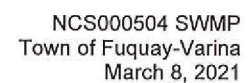
- ☐ I am a ranking elected official.
- ☒ I am a principal executive officer for the permitted MS4.
- ☐ I am a duly authorized representative for the permitted MS4 and have attached the authorization made in writing by a principal executive officer or ranking elected official which specifies me as (*check one*):
- ☐ A specific individual having overall responsibility for stormwater matters.
  - ☐ A specific position having overall responsibility for stormwater matters.

Signature:	
Print Name:	Adam G. Mitchell
Title:	Town Manager
Signed this 21 <sup>st</sup> day of June 2021.	



### 3.1 Permitted MS4 Area

On October 21, 2019, The Town of Fuquay-Varina obtained approval from Wake County for an extraterritorial jurisdiction (ETJ) expansion of 9,125 acres. The expansion became effective on December 20, 2019.



### 3.2 Existing MS4 Mapping

Following Phase II implementation in 2014, Town Staff completed mapping of a large majority of the drainage inlets in the system through field identification. The Town has also entered a significant percentage of the storm drainage pipes that are available via electronic means (as-builts provided electronically). The Town continues to update this mapping as new infrastructure is installed. The current MS4 [mapping](#) includes pipes, flow direction, inverts, inlets, catch basins, manholes, outfalls, sizes, condition, etc. Roadside ditchlines, while less common in the corporate limits, still require mapping.

The Town currently has 9 major outfalls identified for dry weather inspections. The inventory is updated as new outfalls are identified. Internal GIS mapping is utilized in conjunction with the inventory. In September 2020, the Town staff performed inspections on all identified major outfalls. The Town is preparing *Draft Standard Operating Procedures for MS4 Compliance* that will include procedures for dry weather inspections.

Table 1: Summary of MS4 Mapping

Percent of MS4 Area Mapped	>85	%
No. of Major Outfalls* Mapped	9	total

*\*An outfall is a point where the MS4 discharges from a pipe or other conveyance (e.g. a ditch) directly into surface waters. Major outfalls are required to be mapped to meet permit requirements. A major outfall is a 36-inch diameter pipe or discharge from a drainage area > 50-acres; and for industrial zoned areas a 12-inch diameter pipe or a drainage area  $\geq$  2-acres.*

### 3.3 Receiving Waters

The Town of Fuquay-Varina MS4 is located within the Neuse and Cape Fear River Basins and discharges directly into receiving waters as listed in Table 2 below. Applicable water quality standards listed below are compiled from the following NCDEQ sources:

- o [Waterbody Classification Map](#)
- o [Impaired Waters and TMDL Map](#)
- o NCDEQ 2020 Final [303\(d\) List](#)



Table 2: Summary of MS4 Receiving Waters

Receiving Water Name	Stream Index / AU Number	Water Quality Classification	303(d) Listed Parameter(s) of Interest
Basal Creek (Bass Lake, Mills Pond; From source to Sunset Lake, Middle Creek)	27-43-15-3	B; NSW	None identified
Black Creek (Partins Pond, Panther Lake, from source to dam at Panther Lake)	27-45-1	B; NSW	None identified
Hector Creek (From source to a point 1.1 miles upstream of Harnett County SR 1415)	18-15-(0.4)	C; HW	None identified
Kenneth Creek (From source to Wake-Harnett County Line)	18-16-1-(1)	C	None identified
Little Black Creek (From source to Black Creek)	27-45-3	C; NSW	None identified
Middle Creek (From dam at Sunset Lake to Swift Creek)	27-43-15-(4)a1	C; NSW	None identified
Middle Creek (From small impoundment upstream of US 401 to Terrible Creek)	27-43-15-(4)a2	C; NSW	None identified
Mills Branch (From source to Middle Creek)	27-43-15-7	C; NSW	None identified
Neill's Creek (From source to a point 0.3 mile upstream of Wake-Harnett County Line)	18-16-(0.3)	C	Benthos (Nar, AL, FW); Exceeding Criteria - poor bioclassification
Terrible Creek (Johnson Pond)	27-43-15-8-(1)	B; NSW	None identified
Terrible Creek (From dam at Johnsons Pond to Middle Creek)	27-43-15-8-(2)	C; NSW	Benthos (Nar, AL, FW); Exceeding Criteria – Fair bioclassification;

### 3.4 MS4 Interconnection

The Town of Fuquay-Varina MS4 does not appear to be interconnected with another regulated MS4 and directly discharges to the receiving waters as listed in Table 2 above.

### 3.5 Total Maximum Daily Loads (TMDLs)

The TMDL(s) listed in Table 3 below have been approved within the MS4 area, as determined by the map and list provided on the [NCDEQ Modeling & Assessment Unit web page](#). The table also indicates whether the approved TMDL has a specific stormwater Waste Load Allocation (WLA) for any watershed directly receiving discharges from the permitted MS4, and whether a Water Quality Recovery Program has been implemented to address the WLA.

Table 3: Summary of Approved TMDLs

Water Body Name	TMDL Pollutant(s) of Concern	Stormwater Waste Load Allocation (Y/N)	Water Quality Recovery Program (Y/N)
Neuse River Estuary	Total Nitrogen	N	N
Statewide	Mercury	N	N

The Town of Fuquay-Varina LDO addresses post-construction runoff from development projects per Phase II requirements. High density projects are required to implement stormwater control measures (SCMs) that comply with stormwater runoff reduction rates for the 1-year, 24 hour storm, the 2-year, 24 hour storm, and the 10 year, 24 hour storm. Additionally, all SCMs must be designed to have a minimum 85% average annual removal for total suspended solids (TSS).

The Town's runoff rate reduction and TSS requirements ultimately allow only the use of SCMs that provide maximum nitrogen mitigation (bioretention, constructed wetlands, wet ponds, infiltration, and proprietary devices). The Town has not been required to develop a waste load allocation for nitrogen.

Effective June 15, 2020, the Town was named in the readopted in *15A NCAC 02B .0711 NEUSE NUTRIENT STRATEGY: STORMWATER* (Neuse Rules). Nutrient loading requirements within the Neuse River Basin will be required in the corporate limits and ETJ following rule implementation. The Town will adhere to DEQ's implementation schedule and guidance.

### 3.6 Endangered and Threatened Species and Critical Habitat

Significant populations of threatened or endangered species and/or critical habitat are not identified within the regulated MS4 urbanized area, as determined by a review of the [Endangered and Threatened Species and Species of Concern by County for North Carolina Map](#) and [Listed species believe to or known to occur in North Carolina map](#) as provided by the [U.S. Fish and Wildlife Service](#). Of those species listed, Table 4 summarizes the species that may be significantly impacted by the quality of surface waters within their habitat.



Table 4: Summary of Federally Listed Species/Habitat Impacted by Surface Water Quality

Scientific Name	Common name	Species Group	Federal Listing Status
<i>Notropis mekistocholas</i>	Cape Fear shiner	mekistocholas	Endangered
<i>Noturus furiosus</i>	Carolina madtom	furiosus	Proposed Endangered
<i>Picoides borealis</i>	Red-cockaded woodpecker	borealis	Endangered
<i>Necturus lewisi</i>	Neuse River waterdog	lewisi	Proposed Threatened
<i>Fusconaia masoni</i>	Atlantic pigtoe	masoni	Proposed Threatened
<i>Elliptio lanceolata</i>	Yellow lance	lanceolata	Threatened
<i>Rhus michauxii</i>	Michaux's sumac	michauxii	Endangered
<i>Alasmodonta heterodon</i>	Dwarf wedgemussel	heterodon	Endangered
<i>Heterodon simus</i>	Southern hognose snake	heterodon	At risk species
<i>Lasmigona subviridis</i>	Green floater	subviridis	At risk species
<i>Lindera subcoriacea</i>	Bog Spicebush	subcoriacea	At risk species

### 3.7 Industrial Facility Discharges

The Town of Fuquay-Varina MS4 jurisdictional area includes the following industrial facilities which hold NPDES Industrial Stormwater Permits, as determined from the NCDEQ [Active NPDES Stormwater Permit List](#) and/or [Active Stormwater Permits Map](#).

Table 5: NPDES Stormwater Permitted Industrial Facilities

Permit Number	Facility Name
NCG050003	Tyco Electronics Corporation
NCG030182	Southbend Div. Of Middleby Corp
NCG030423	John Deere Turf Care
NCG070075	Old Castle Infrastructure
NCG030645	Berk-Tek LLC

### 3.8 Non-Stormwater Discharges

The water quality impacts of non-stormwater discharges have been evaluated by the Town of Fuquay-Varina as summarized in Table 6 below. The unpermitted non-stormwater flows listed as incidental do not significantly impact water quality.

Street washing discharges are addressed under the Pavement Management Program in Part 10 of this SWMP. The Division has not required that other non-stormwater flows be specifically controlled by the Town of Fuquay-Varina.

Wash water associated with car washing that does not contain detergents or does not discharge directly into the MS4 is considered incidental. However, these types of non-stormwater

discharges that do contain detergents have been evaluated by the Town of Fuquay-Varina to determine whether they may significantly impact water quality. Potential water quality impacts are possible and will be addressed through public education efforts (See BMPs #3 and #5).

The Town's permit authorizes discharges of non-stormwater if such discharges are (1) permitted by and in compliance with another permit authorization, or approval, including discharges of process and non-process wastewater, and stormwater associated with industrial activity; or (2) determined to be incidental non-stormwater flows that do not significantly impact water quality.

As listed in the Town's current NPDES permit, the water quality impacts of non-stormwater discharges have been evaluated by the Town of Fuquay-Varina as summarized in Table 6 below. The unpermitted non-stormwater flows are listed as incidental and do not significantly impact water quality.

Table 6: Non-Stormwater Discharges

Non-Stormwater Discharge	Water Quality Impacts
Water line and fire hydrant flushing	Incidental
Landscape irrigation	Incidental
Diverted stream flows	Incidental
Rising groundwater	Incidental
Uncontaminated groundwater infiltration	Incidental
Uncontaminated pumped groundwater	Incidental
Uncontaminated potable water sources	Incidental
Foundation drains	Incidental
Air conditioning condensate	Incidental
Irrigation waters	Incidental
Springs	Incidental
Water from crawl space pumps	Incidental
Footing drains	Incidental
Lawn watering	Incidental
Residential and charity car washing	Possible
Flows from riparian habitats and wetlands	Incidental
Dechlorinated swimming pool discharges	Incidental
Street wash water	Possible
Flows from firefighting activities	Incidental

### 3.9 Target Pollutants and Sources

Based upon multiple IDDE enforcement actions, the Town of Fuquay-Varina has identified illegal dumping and improper disposal of waste as target pollutants. Improper disposal of concrete and grease were noted for FY2020. The Town has an IDDE program that includes public education and reporting mechanisms that address these target pollutants.

In September 2018, the Town obtained local program delegation for Erosion and Sedimentation Control. Through enforcement of this program, the Town ensures that development seen in the corporate limits and extraterritorial jurisdiction, follows required best management practices to control a known pollutant, sediment, in North Carolina.



Table 7 below summarizes the water quality pollutants identified throughout Part 3 of this SWMP, the likely activities/sources/targeted audiences attributed to each pollutant and identifies the associated SWMP program(s) that address each. In addition, the Town of Fuquay-Varina has evaluated schools, homeowners, private developers, municipal employees, and businesses as target audiences that are likely to have significant stormwater impacts.

Table 7: Summary of Target Pollutants and Sources

Target Pollutant(s)	Likely Source(s)/Target Audience(s)	SWMP Program Addressing Target Pollutant(s)/Audience(s)
Sediment	Private Development and General Public, Businesses, Municipal Employees	Construction Site Runoff Control and Public Education & Outreach
Nitrogen	Private Development and General Public, Businesses, Municipal Employees	Post-Construction Site Runoff Control and Public Education & Outreach (See Section 3.5)
Illegal Dumping	Private Development and General Public, Businesses, Municipal Employees	Illicit Discharge Detection and Elimination (IDDE) and Public Education & Outreach
Improper Disposal of Waste	Private Development and General Public, Businesses, Municipal Employees	Illicit Discharge Detection and Elimination (IDDE) and Public Education & Outreach
Litter	General Public, Businesses, Schools	Public Education & Outreach



## PART 4: STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

### 4.1 Organizational Structure

The Engineering Department administers stormwater implementation and permit compliance. Adam Mitchell, Town Manager for the Town of Fuquay-Varina, oversees all departments in the Town and has signed this annual report (See Page 2).

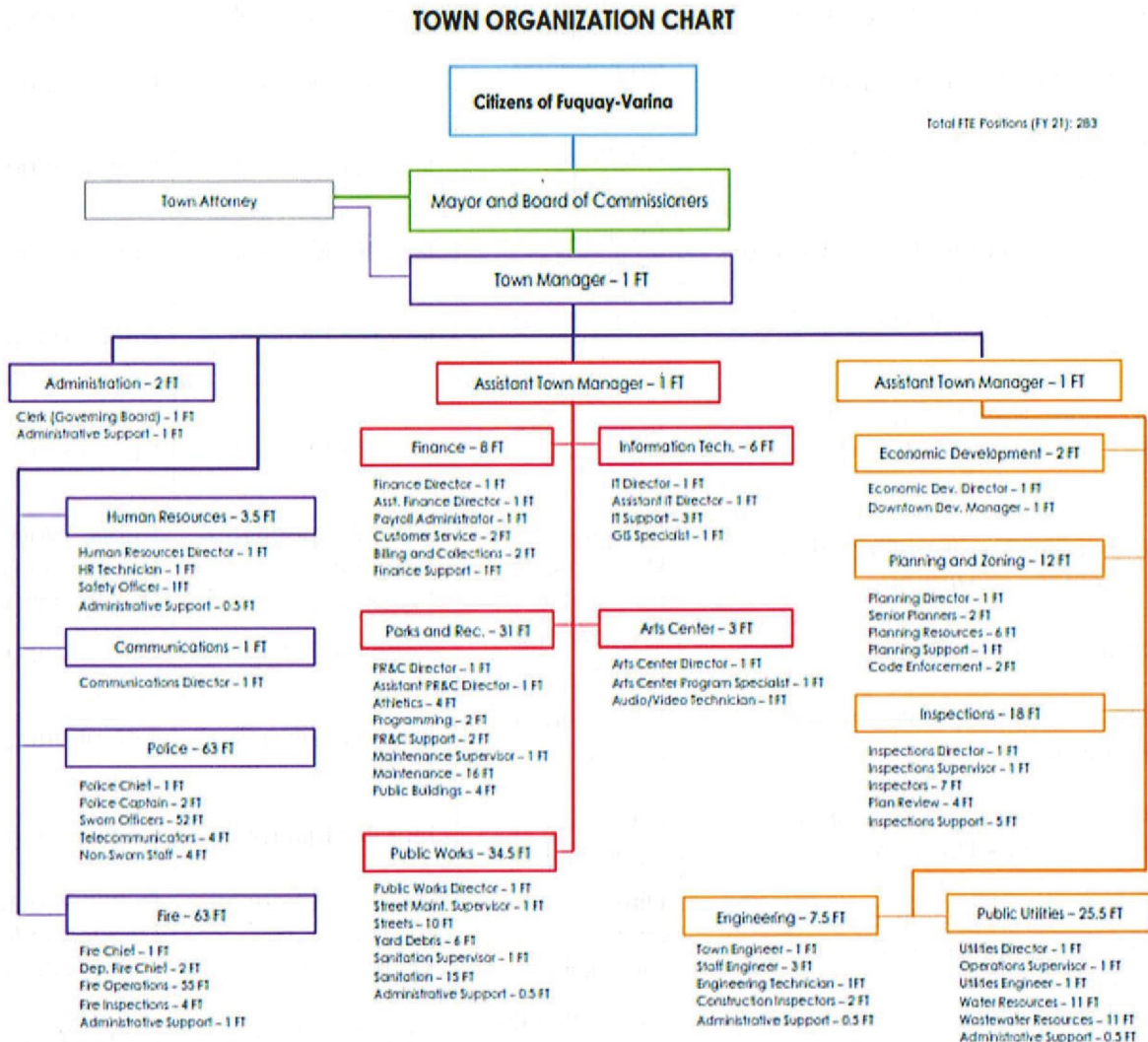


Table 8: Summary of Responsible Parties

<b>SWMP Component</b>	<b>Responsible Position</b>	<b>Staff Name</b>	<b>Department</b>
Stormwater Program Administration	Engineering Director	Matthew Poling	Engineering
SWMP Management	Engineering Specialist	Jennifer Mitchell	Engineering
Public Education & Outreach	Engineering Specialist	Jennifer Mitchell	Engineering
Public Involvement & Participation	Engineering Specialist	Jennifer Mitchell	Engineering
Illicit Discharge Detection & Elimination	Engineering Specialist	Jennifer Mitchell	Engineering
Construction Site Runoff Control	Engineering Specialist	Jennifer Mitchell	Engineering
Post-Construction Stormwater Management	Engineering Specialist	Jennifer Mitchell	Engineering
Pollution Prevention/Good Housekeeping for Municipal Operations	Engineering Specialist	Jennifer Mitchell	Engineering
Municipal Facilities Operation & Maintenance Program	Director Responsible for Facility	Tracy Stephenson Jonathan Cox Jay Meyers	Public Works Parks and Rec Public Utilities
Spill Response Program	Engineering Director	Matthew Poling	Engineering
MS4 Operation & Maintenance Program	Engineering Specialist	Jennifer Mitchell	Engineering
Municipal SCM Operation & Maintenance Program	Engineering Specialist	Jennifer Mitchell	Engineering
Pesticide, Herbicide & Fertilizer Management Program	Director Responsible for Facility	Tracy Stephenson Jonathan Cox Jay Meyers	Public Works Parks and Rec Public Utilities
Vehicle & Equipment Cleaning Program	Public Works Director	Tracy Stephenson	Public Works
Pavement Management Program	Public Works Director	Tracy Stephenson	Public Works
Total Maximum Daily Load (TMDL) Requirements	Engineering Specialist	Jennifer Mitchell	Engineering

## 4.2 Program Funding and Budget

In accordance with the issued permit, the Town of Fuquay-Varina maintains adequate funding and staffing to implement and manage the provisions of the SWMP and comply with the requirements of the NPDES MS4 Permit. The Town of Fuquay-Varina's most current organizational chart notes 7.5 FTEs. Position titles have changed since the above organization chart was prepared.

Current budget for staffing includes one Engineering Director Position, one Assistant Engineering Director position, one Staff Engineer position, one Engineering Technician position and three Engineering Inspector positions for day to day program management. Of these positions, stormwater program workload requires approximately 3 FTEs. Additionally, the budget includes funding for professional organization dues such as CWEP, stormwater education materials, and the permit administering and compliance fee, which is billed by the Division annually.

## 4.3 Shared Responsibility

The Town of Fuquay-Varina does not share the responsibility to implement any of the required minimum control measures. The Town of Fuquay-Varina remains responsible for compliance and may be subject to enforcement action if the Town of Fuquay-Varina fails to fully perform the permit obligation.

Table 9: Shared Responsibilities

SWMP BMP or Permit Requirement	Implementing Entity & Program Name	Legal Agreement (Y/N)
N/A		

## 4.4 Co-Permittees

There are no other entities applying for co-permittee status under the NPDES MS4 permit number NCS000504 for the Town of Fuquay-Varina. Table 10 summarizes contact information for each co-permittee.

Table 10: Co-Permittee Contact Information

Co-Permittee MS4 Name	Contact Person	Phone & E-Mail	Interlocal Agreement (Y/N)
N/A			



#### 4.5 Measurable Goals for Program Administration

The Town of Fuquay-Varina will manage and report the following Best Management Practices (BMPs) for the administration of the Stormwater Management Program.

Table 11: Program Administration BMPs				
Permit Ref.	<b>2.1.2 and Part 4: Annual Self-Assessment</b> Measures to evaluate the performance and effectiveness of the SWMP program components at least annually. Results shall be used by the permittee to modify the program components as necessary to accomplish the intent of the Stormwater Program. The self-assessment reporting period is the fiscal year (July 1 – June 30).			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
#1	<b>Annual Self-Assessment</b>			
	Perform an annual evaluation of SWMP implementation, suitability of SWMP commitments and any proposed changes to the SWMP utilizing the NCDEQ Annual Self-Assessment Template.	1. Adopt a Council Resolution to acknowledge requirements and the intent to comply with Notice of Violation (NOV-2020-PC-0262)	1. 8/10/20	1. Yes/No
		2. Submit documentation to DEQ-DEMLR of a self-audit which includes, at a minimum, an evaluation of compliance with the permit conditions found in permit conditions for Part II Section B: Public Education and Outreach; Section C, Public Involvement and Participation; Section F: Post-Construction Site Runoff Controls.	2. 11/9/20	2. Yes/No/ Partial
		3. Develop and submit to DEQ-DEMLR, a Draft SWMP which details specific actions, measurable goals, and implementation timelines to bring the stormwater management program into compliance with NPDES MS4 requirements over the new 5-year permit term.	3. 11/9/20	3. Yes/No/ Partial
		4. Respond to public comments on the Draft SWMP and submit Final SWMP for DEQ approval and final permit issuance. The final DEQ-approved SWMP shall become an enforceable component of the NPDES MS4 permit.	4. TBD - FY 2021	4. Yes/No/ Partial
		5. Amend Land Development Ordinance with new permit issuance to add and/or update regulatory authority for permit elements.	5. Permit Year 1 (FY22)	5. Yes/No

**Table 11: Program Administration BMPs**

		6. Prepare, certify, and submit the Annual Self-Assessment to NCDEQ prior to August 31 each year.	6. Annually for Permit Years 1-4 (FY22 - FY25)	6. Yes/No
		7. Review results of self-assessment for suitability and achievability of Local Program commitments. Propose Local Program changes to NCDEQ as part of annual reporting prior to August 31 each year.	7. Annually for Permit Years 1-4 (FY22 - FY25)	7. Yes/No/ Partial
<b>Permit Ref.</b>	<b>1.6 Permit Renewal Application</b> Measures to submit a permit renewal application no later than 180 days prior to the expiration date of the NPDES MS4 permit.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#2</b>	<b>Permit Renewal Application</b>			
	Audit stormwater program implementation for compliance with the permit and approved SWMP and utilize the results to prepare and submit a permit renewal application package.	1. Submit NPDES MS4 application within thirty (30) days of received written concurrence that the submitted Draft SWMP documents a compliant stormwater management program.	1. TBD - FY2021	1. Yes/No
		2. Participate in an NPDES MS4 Permit Compliance Audit, as scheduled and performed by EPA or NCDEQ.	2. TBD – Typically Permit Year 4 (FY25)	2. N/A
		3. Self-audit and document any stormwater program components not audited by EPA or NCDEQ utilizing the DEQ required template.	3. Permit Year 5 (FY26)	3. Submit Self-Audit to DEMLR (required component of permit renewal application package).
		4. Certify and submit the stormwater permit renewal application (NOI, Self-Audit, and Draft SWMP for the next 5-year permit cycle).	4. Permit Year 5 (FY26)	4. Permit renewal application package received by DEQ at least 180 days prior to permit expiration.



## PART 5: PUBLIC EDUCATION AND OUTREACH PROGRAM

The Town of Fuquay-Varina implemented a Public Education and Outreach Program to distribute educational materials to the community and conducted outreach activities about the impacts of storm water discharges on water bodies and steps the public can take to reduce pollutants in storm water runoff.

The target audiences and identified pollutants listed in Part 3.9 of this SWMP, which will be addressed by the Public Education and Outreach Program, are summarized in Table 12 below. In addition, the Town of Fuquay-Varina is required to inform businesses and the general public of the hazards associated with illegal dumping and improper disposal of waste.

Table 12: Summary of Target Pollutants & Audiences

Target Pollutants/Sources	Target Audience(s)
Sediment	Private Development and General Public, Businesses, Municipal Employees
Nitrogen	Private Development and General Public, Businesses, Municipal Employees
Illegal Dumping	Private Development and General Public, Businesses, Municipal Employees
Improper Disposal of Waste	Private Development and General Public, Businesses, Municipal Employees
Litter	General Public, Businesses, Schools

The Town of Fuquay-Varina will manage, implement, and report the following public education and outreach BMPs.

Table 13: Public Education and Outreach BMPs				
<b>Permit Ref.</b>	<b>3.2.2 and 3.2.4 Outreach to Targeted Audiences</b> Measures to identify the specific elements and implementation of a Public Education and Outreach Program to share educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and how the public can reduce pollutants in stormwater runoff. The permittee shall provide educational information to identified target audiences on pollutants/sources identified in table 12 above, and shall document the extent of exposure of each media, event or activity, including those elements implemented locally or through a cooperative agreement.			
<b>BMP No.</b>	<b>A</b> <b>Description of BMP</b>	<b>B</b> <b>Measurable Goal(s)</b>	<b>C</b> <b>Schedule for Implementation</b>	<b>D</b> <b>Annual Reporting Metric</b>
#3	<b>Public Education &amp; Outreach Program</b>			
	Maintain written standard operating procedures for the Program. Participate or hold outreach events and distribute educational material to identified target audiences.	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1 (FY22)	2. Yes/No/Partial

**Table 13: Public Education and Outreach BMPs**

		3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Evaluate Program and update SOP and/or SWMP BMPs and measurable goals as needed	4. Annually for Permit Years 2-5 (FY23 – FY26)	4. Yes/No/Partial # and type of updates
		5. Attend and distribute materials at Celebrate Fuquay or an alternative town event.	5. Annually for Permit Years 1-5 (FY22 – FY26)	5. Yes/No Record # of materials and topics distributed.
		6. Perform at least one school/local community education event. Log and record the date, type of information shared, and the extent of exposure for educational event.	6. Annually for Permit Years 1-5 (FY22 – FY26)	6. Yes/No Log and record the date, type of information shared, and the extent of exposure for educational event.
		7. Include stormwater education materials with utility bill mailings	7. Annually for Permit Years 1-5 (FY22 – FY26)	7. Yes/No/Partial Report # of mailings and topics
<b>#4</b>	<b>Partnership with Clean Water Education Partnership</b>			
	The Town will be an active partner with CWEP for Education and Outreach Initiatives. Initiatives will focus on residential, commercial, and school audiences within the jurisdictional area.	1. Renew CWEP membership	1. Annually for Permit Years 1-5 (FY22 – FY26)	1. Yes/No
		2. Enter into a Membership Agreement with CWEP defining provided stormwater services	2. Permit Year 1 (FY22)	2. Yes/No
		3. Participate in CWEP membership meetings	3. Annually for Permit Years 1-5 (FY22 – FY26)	3. Yes/No # of meetings attended



**Table 13: Public Education and Outreach BMPs**

		4. Utilize annual CWER report for outreach metrics	4. Annually for Permit Years 1-5 (FY22 – FY26)	4. Yes/No
#5	<b>Social Media Campaign</b>			
	The Town's <a href="#">social media accounts</a> will be used to reach the residential and business target audiences to share information related to stormwater issues.	1. TOFV shall promote the program's message on Town social media platforms.	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No
		2. Set a hit counter in order to monitor engagement	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No # of hits per social media outlet and stormwater topics
<b>Permit Ref.</b>	<b>2.1.7, 3.2.3 and 3.6.5(c): Web Site</b> Measures to provide a web site designed to convey the program's message(s) and provide online materials including ordinances, or other regulatory mechanisms, or a list identifying the ordinances or other regulatory mechanisms, providing the legal authority necessary to implement and enforce the requirements of the permit and SWMP. The web page shall also provide developers with all relevant post-construction requirements, design standards, checklists and/or other materials.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#6	<b>Informational Web Site</b>			
	The <a href="#">website</a> will provide information on the Town's stormwater program, including the permit, SWMP, and applicable ordinances. The web page will also include a stormwater program issues reporting mechanism, educational materials developed by the Town, and links to additional stormwater educational resources. The web page will also serve to advertise the stormwater hotline and opportunities for involvement.	1. TOFV shall promote and maintain, an internet web site designed to convey the Program's message.	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial
		2. Set a hit counter in order to monitor engagement	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No # of hits and storm water topics

**Table 13: Public Education and Outreach BMPs**

<b>Permit Ref.</b>	<b>3.2.5: Stormwater Hotline</b> Measures for a stormwater hotline/helpline for the purpose of public education and outreach.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#7	<b>Maintain stormwater hotline</b>			
	The Town shall promote and maintain a stormwater hotline/helpline for the purpose of public education and outreach. Hotline includes a phone number and an online form that reaches Engineering staff.	1. Maintain hotline information on the town <a href="#">website</a> .	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial
		2. Publicize hotline in materials developed for the stormwater program and posted on stormwater web page	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial
		3. Document the number and type of calls received, actions and processes used through to resolution ( <i>Investigation and Enforcement Database</i> )	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial # and type of calls and online forms received
		4. Utilize hotline to identify emerging target pollutants and target audiences and update SWMP as needed	4. Annually, Permit Years 1-5 (FY22-FY26)	4. Yes/No/Partial # and type of new target pollutants and target audiences identified



## FY2020 Public Education and Outreach Highlights

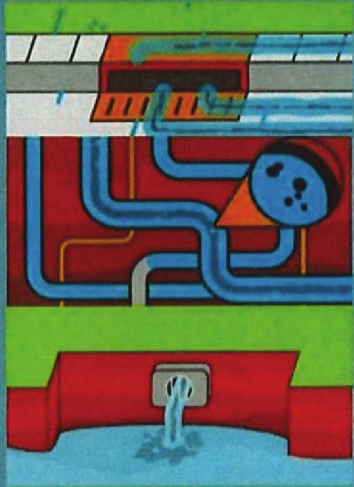
On October 23, 2019, staff from TOFV Engineering Department and an Environmental Educator from the Clean Water Education Partnership (CWEP) educated over 50 Lincoln Heights Elementary 3<sup>rd</sup> and 4<sup>th</sup> graders on the importance of clean water using an Enviroscape, a 3D landscape model where students can put different pollutants on the landscape and see how they can make their way to local streams. Town staff also educated the students on what the Town does for clean water.






The following pamphlet was produced for distribution at Town events. Twelve thousand pamphlets were included in May 2020 utility bills. Utility mailings are mailed to owners of all residential, commercial, and industrial properties within the Town's corporate limits. The pamphlets are also accessible from the Stormwater Management website.


### Help Prevent Stormwater Pollution




**Easy way to reduce  
stormwater pollution:**




**Pick up litter**




**Scoop Poop**



**Mulch or Bag It**




**Dispose of Properly**



**Clean Spills Promptly**

[www.fuquay-varina.org/stormwater](http://www.fuquay-varina.org/stormwater)  
[stormwater@fuquay-varina.org](mailto:stormwater@fuquay-varina.org)  
 Stormwater Hotline: 919-552-3634

### Is Your Lawn Care Stormwater-Friendly?




This spring and summer, achieving a lush lawn is an understandable goal! Here are a few gardening tips to help minimize the effect on local water resources to help ensure that only "rain goes down the drain."

**Stormwater Friendly Gardening Tips:**

- Use fertilizer responsibly and don't apply it before rainy days or near waterways
- Instead of chemical fertilizer, try using organic compost
- Use pest/herbicides sparingly
- Follow product directions carefully. More doesn't mean better!
- Don't overwater gardens and yards

A stormwater friendly lawn is one that can absorb rainwater and does not harm local streams due to over-application of chemicals.  
**Clean water matters to all of us!**

  
**FUQUAY-VARINA**

## PART 6: PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM

This SWMP identifies the minimum elements and implementation of a Public Involvement and Participation Program that complies with applicable State, Tribal and local public notice requirements. The Town of Fuquay-Varina will manage, implement and report the following public involvement and participation BMPs. Annual reporting metrics are provided with the Stormwater Management Program Assessment (**SWMPA**) provided to the Division every August.

Table 14: Public Involvement and Participation BMPs				
<b>Permit Ref.</b>	<b>3.3.1: Public Input</b> Mechanisms for public involvement that provide for input on stormwater issues and the stormwater program.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#8	<b>Stormwater Hotline</b>			
	A hotline will be maintained for citizens to ask stormwater questions and report stormwater issues (See BMP No. 7).	1. See BMP #7	1. See BMP #7	1. See BMP #7
#9	<b>Informational Web Site</b>			
	The stormwater web page will advertise the stormwater hotline and outreach events.	1. See BMP #6	1. See BMP #6	1. See BMP #6
<b>Permit Ref.</b>	<b>3.3.2 Volunteer Opportunities</b> Measures to provide volunteer opportunities designed to promote ongoing citizen participation.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#10	<b>Volunteer community involvement program</b>			
	The permittee shall include and promote volunteer opportunities designed to promote ongoing citizen participation.	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1 (FY22)	2. Yes/No/Partial
		3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Evaluate Program and update SOP and/or SWMP BMPs and measurable goals as needed	4. Annually for Permit Years 2-5 (FY23 – FY26)	4. Yes/No/Partial # and type of updates



**Table 14: Public Involvement and Participation BMPs**

		5. Annual Wake County Big Sweep or an alternative volunteer event	5. Biannually, Permit Years 1-5 (FY22-FY26)	5. Yes/No Report # volunteers & amounts of trash collected
		6. Maintain a list of volunteers	6. Continuously Permit Years 1-5 (FY22 – FY26)	6. Yes/No # of volunteers

### **FY2019 Public Involvement and Participation Highlights**

On September 14, 2019, the TOFV sponsored a Wake County Big Sweep event at Carroll Howard Johnson Environmental Education Park. Thirty-two volunteers collected 15 bags of trash and recyclables, tires and scrap metal along the greenway to make the Town of Fuquay-Varina a healthier, more beautiful place. The Spring Big Sweep event was cancelled due to COVID-19.



## PART 7: ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

The Town of Fuquay-Varina will develop, manage, implement, document, report and enforce an Illicit Discharge Detection and Elimination Program (IDDE). The Town is preparing *Draft Standard Operating Procedures for MS4 Compliance* that will include procedures, training specifications and other information to maintain a compliant IDDE Program. The program shall, at a minimum, include the following illicit discharge detection and elimination BMPs.

Table 15: Illicit Discharge Detection and Elimination BMPs				
<b>Permit Ref.</b>	<b>3.4.1: MS4 Map</b> Measures to develop, update and maintain a municipal storm sewer system map including major outfalls and receiving streams.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#11	<b>Storm Drainage Network Map</b>			
	The storm drainage network map will be created through field mapping and GIS analysis of existing data. Major components include stormwater inlets, conveyances, roadside ditches, and outfalls. Infrastructure type and flow direction will be identified. Data will be continually maintained.	1. Maintain storm drainage network map through field mapping and GIS analysis of existing data. Include roadside ditches.	1. Continuously Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  Report percent of system mapped, types and # of public infrastructure (not previously identified) in SWMP updates.
		2. Update a GIS data layer containing known major outfalls, stormwater inlets, conveyances, and other infrastructure when new public stormwater infrastructure is identified or constructed.	2. Continuously Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial  Report types and # of new and total public infrastructure added.



**Table 15: Illicit Discharge Detection and Elimination BMPs**

<b>Permit Ref.</b>	<b>3.4.2: Regulatory Mechanism</b> Measures to provide an IDDE ordinance or other regulatory mechanism that provides legal authority to prohibit, detect, and eliminate illicit connections and discharges, illegal dumping and spills into the MS4, including enforcement procedures and actions.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#12</b>	<b>Maintain Legal Authority</b>			
	Maintain Adequate Legal Authorities	1. Maintain Land Development Ordinance (LDO) already in place	1. Continuously Permit Years 1-5 (FY22 – FY26)	1. Yes/No  # and types of updates
		2. See #13	2. See #13	2. See #13
		3. See BMP #1(5)	3. See BMP #1(5)	3. See BMP #1(5)
<b>Permit Ref.</b>	<b>3.4.3: IDDE Plan</b> Measures to maintain a written Illicit Discharge Detection and Elimination Program, including provisions for program assessment and evaluation and integrating program. The plan shall provide standard procedures and documentation to: <ol style="list-style-type: none"> <li>Locate priority areas likely to have illicit discharges,</li> <li>Conduct routine dry weather outfall inspections,</li> <li>Identify illicit discharges and trace sources,</li> <li>Eliminate the source(s) of an illicit discharge, and</li> <li>Evaluate and assess the IDDE Program.</li> </ol>			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#13</b>	<b>Written IDDE Program</b>			
	Revise and maintain a set of steps and procedures for locating and identifying illicit discharges, notifying property owners of discharge and violations, advising on and verifying illicit discharge trace sources, correction of discharge, and the processes for escalation of enforcement. Procedures for dry weather inspections and spill response to be included.	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1 (FY22)	2. Yes/No/Partial
		3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Evaluate Program and update SOP and SWMP BMPs and/or measurable goals as needed	4. Annually for Permit Years 2-5 (FY23– FY26)	4. Yes/No/Partial  # and type of updates

**Table 15: Illicit Discharge Detection and Elimination BMPs**

#14	<b>Outfall Inspections</b>			
	Perform regular dry weather (no rain in previous 72 hours) outfall inspections to proactively identify illicit discharges and illicit connections.	1. See BMP #13	1. See BMP #13	1. See BMP #13
		2. Maintain and update outfall inventory as new infrastructure is added	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial  # of outfalls new and total outfalls
		3. Split major outfalls into five equal groups (20% of total) for inspection; so that with one group inspected per year, all major outfalls will be inspected over a five-year period	3. Annually for Permit Years 1-5 (FY22 – FY26)	3. Yes/No  # outfalls inspected and number of potential illicit discharges identified
		4. See BMP #17	4. See BMP #17	4. See BMP #17
#15	<b>“Hot-Spot” / Priority Source Identification and Inspection</b>			
	Identification of “hot-spot” or likely land use types of discharges or dumping (e.g. inlets). Create and maintain a regular inspection program for signs of dumping.	1. Review of IDDE reports & identification of chronic violators, issues, and/or “hot-spot” areas	1. Annually for Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  # of potential illicit discharges found, # of illicit discharges verified, # of illicit discharges resolved/removed and enforcement actions taken
		2. See BMP #16	2. See BMP #16	2. See BMP #16



**Table 15: Illicit Discharge Detection and Elimination BMPs**

<b>Permit Ref.</b>	<b>3.4.4: IDDE Tracking and Enforcement</b> Measures for tracking and documenting the date(s) an illicit discharge, illicit connection or illegal dumping was observed, the results of the investigation, any follow-up of the investigation, the date the investigation was closed, the issuance of enforcement actions, and the ability to identify chronic violators.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#16</b>	<b>Documentation and Tracking</b>			
	Track and document investigations illicit discharges and enforcement activities	1. Maintain log of IDDE investigations and enforcement and report # confirmed IDDEs ( <i>Investigation and Enforcement Database</i> )	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  Illicit discharge observation date; results; follow-up; and date closed
		2. Review <i>Investigation and Enforcement Database</i> for identification of chronic violators	2. Annually for Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial  # of violations and identified chronic violators during self-audit
		3. See BMP #13	3. See BMP #13	3. See BMP #13
<b>Permit Ref.</b>	<b>3.4.5: Staff IDDE Training</b> Measures to provide training for municipal staff and contractors who, as part of their normal job responsibilities, may observe an illicit discharge, illicit connection, illegal dumping or spills. Training shall include how to identify and report illicit discharges, illicit connections, illegal dumping and spills. Each staff training event shall be documented, including the agenda/materials, date, and number of staff participating.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#17</b>	<b>Staff Training</b>			
	Implement and document a training program for appropriate municipal staff, who as part of their normal job responsibilities, may come into contact with or otherwise observe an illicit discharge or illicit	1. Develop training material for staff responsible for staff identified in <i>SOPs for MS4 Compliance</i>	1. Permit Year 1 (FY22)	1. Yes/No/Partial

**Table 15: Illicit Discharge Detection and Elimination BMPs**

	connection, illegal dumping, and spills.	2. Perform and report training per <i>SOPs for MS4 Compliance</i>	2. Annually, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/N/A/Partial  Date and name of staff trained during reporting period
#18	<b>Fact Sheets</b>			
	Hang fact sheet posters in employee common areas to serve as a reminder of the basics on identifying and reporting illicit discharges, connections, and dumping.	1. Develop illicit discharge fact sheet posters to display	1. FY2022	1. Yes/No/N/A
		2. Display posters in employee common areas	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/N/A  # of posters displayed
<b>Permit Ref.</b>	<b>2.D.2.i IDDE Reporting</b> Measures for the public and staff to report illicit discharges, illegal dumping and spills. The mechanism shall be publicized to facilitate reporting and shall be managed to provide rapid response by appropriately trained personnel.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#19	<b>Stormwater Hotline</b>			
	Maintain a hotline for citizens to ask stormwater questions and report stormwater issues. Encourage the reporting of strange smells, colored water, foam, and oil. The hotline includes a telephone # or website form reporting mechanism.	1. See BMP #6	1. See BMP #6	1. See BMP #6
		2. See BMP#7	2. See BMP#7	2. See BMP#7
#20	<b>Citizen Request Response Procedures</b>			
	Implement citizen response procedures for Town staff to effectively track and respond to citizen requests	1. See BMP #13	1. See BMP #13	1. See BMP #13
		2. Track citizen requests ( <i>Investigation and Enforcement Database</i> )	2. FY2022, Annually	2. Yes/No/Partial  # of IDDE related citizen reports and types of reports
#21	<b>Business and General Public Education</b>			
	Inform businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.	1. See BMP #3	1. See BMP #3	1. See BMP #3
		2. See BMP #5	2. See BMP #5	2. See BMP #5
		3. See BMP #6	3. See BMP #6	3. See BMP #6



## PART 8: CONSTRUCTION SITE RUNOFF CONTROL PROGRAM

In accordance with 15A NCAC 02H .0153, the Town of Fuquay-Varina relies upon the North Carolina Sedimentation Pollution Control Act (SPCA) of 1973 and the NCG010000 permit for construction activities as qualifying alternative programs to meet the NPDES MS4 Permit requirements for all construction site runoff control measures to reduce pollutants in stormwater runoff from construction activities that result in land disturbance of greater than or equal to one acre and any construction activity that is part of a larger common plan of development that would disturb one acre or more. The Town administers the construction site runoff program within the Town's corporate limits and authorized extraterritorial jurisdiction.

Table 16: Qualifying Alternative Program Components for Construction Site Runoff Control Program

Permit Reference	State or Local Program Name	Legal Authority	Implementing Entity	Meets Whole or Part of Requirement
2.E	Town of Fuquay-Varina Delegated SPCA Program*	15A NCAC Chapter 04	Town of Fuquay-Varina	whole

\* The local delegated SPCA Program ordinance(s)/regulatory mechanism(s) can be found at: [TOFV Land Development Ordinance](#). See Article 1907.

The Town of Fuquay-Varina permit currently lists Wake County Sediment and Erosion Control Program as complying with this measure. The MS4 Permit should be revised to note TOFV local program delegation. The Town is preparing *Draft Standard Operating Procedures for MS4 Compliance* that will include procedures, training specifications and other information to help maintain a compliant Construction Site Runoff Control Program. The Town implements the following BMPs to meet NPDES MS4 Permit requirements.

Table 17: Construction Site Runoff Control BMPs				
<b>Permit Ref.</b>	<b>3.5.6: Public Input</b> Measures to provide and promote a means for the public to notify the appropriate authorities of observed erosion and sedimentation problems.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#22</b>	<b>Construction Site Runoff Control Program</b>			
	Revise and maintain a set of procedures for citizen requests, erosion control inspection and enforcement, staff training, and tracking and reporting.	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1, FY22	2. Yes/No/Partial
		3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial

**Table 17: Construction Site Runoff Control BMPs**

		4. Evaluate Program and update SOP and/or SWMP BMPs and measurable goals as needed	4. FY2023, annually	4. Yes/No/Partial  # and extent of updates
<b>#23</b>	<b>Staff Training</b>			
	Train municipal staff who receive calls from the public on the protocols for referral and tracking of construction site runoff control complaints.	1. Train municipal staff on proper handling of construction site runoff control complaints.  2. See BMP #22	1. Annually, Permit Year 1-5 (FY22 – FY26)  2. See BMP #22	1. Yes/No/N/A/Partial  Date and name of staff trained during reporting period  2. See BMP #22
<b>#24</b>	<b>Stormwater Hotline</b>			
	A hotline will be maintained for citizens to ask erosion control questions and report erosion control issues.	1. See BMP #6  2. See BMP #7	1. See BMP #6  2. See BMP #7	1. See BMP #6  2. See BMP #7
<b>#25</b>	<b>Tracking and Enforcement</b>			
	Track and document erosion control inspection and enforcement activities associated with permitted erosion control projects and citizen requests for investigation.	1. Maintain log of citizen requested investigations and inspect reported concerns. Report # confirmed complaints ( <i>Investigation and Enforcement Database</i> )	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  # of complaint-driven inspections
<b>Permit Ref.</b>	<b>3.5.5: Waste Management</b> Measures to require construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impact to water quality.			
<b>BMP No.</b>	<b>A</b>  <b>Description of BMP</b>	<b>B</b>  <b>Measurable Goal(s)</b>	<b>C</b>  <b>Schedule for Implementation</b>	<b>D</b>  <b>Annual Reporting Metric</b>
<b>#26</b>	<b>Construction Site Operator Awareness</b>			
	Implement legal authority and measures to ensure construction site operator awareness of waste management requirements	1. See BMP #1(5)	1. See BMP #1(5)	1. See BMP #1(5)



**Table 17: Construction Site Runoff Control BMPs**

		2. Maintain <u>plan review checklist</u> requiring NCG01 standard sheets and additional LDO requirements for waste management for erosion control plan approval.	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial
		3. Inform construction site operators of waste management requirements at preconstruction meeting (Preconstruction meeting checklist)	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial # of preconstruction meetings
		4. Develop a fact sheet to provide with issued building permits	4. Permit Year 1 (FY22)	4. Yes/No/N/A
		5. Provide fact sheet with all issued building permits	5. Continuously, Permit Years 1-5 (FY22 – FY26)	5. Yes/No/N/A # of facts sheets provided
		6. See BMP #22	6. See BMP #22	6. See BMP #22

## PART 9: POST-CONSTRUCTION SITE RUNOFF CONTROL PROGRAM

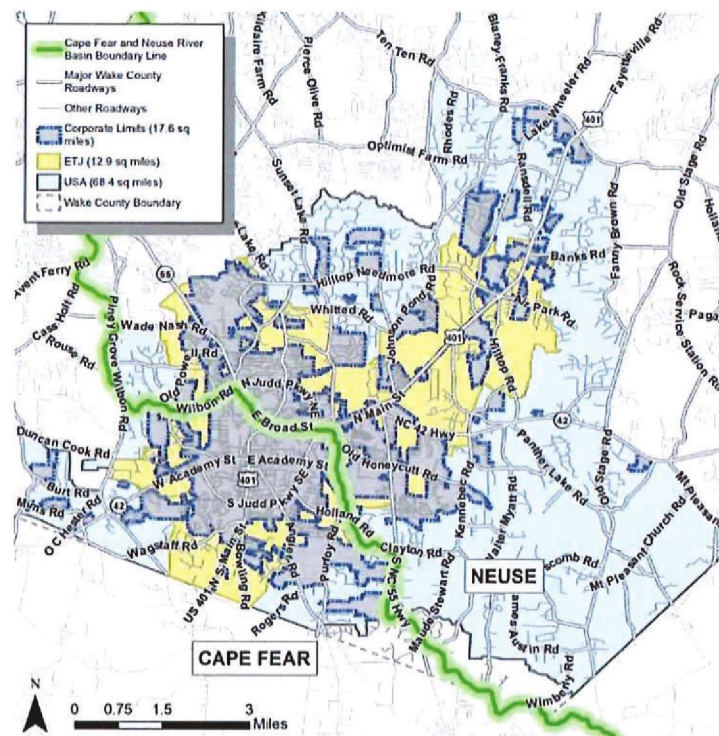
This SWMP identifies the minimum elements to develop, implement and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that are located within the Town of Fuquay-Varina and discharge into the MS4. These elements are designed to minimize water quality impacts utilizing a combination of structural Stormwater Control Measures (SCMs) and/or non-structural BMPs appropriate for the community and ensure adequate long-term operation and maintenance of SCMs.

In accordance with 15A NCAC 02H .0153 and .1017, the Town of Fuquay-Varina implements the following State post-construction program requirements, which satisfy the NPDES Phase II MS4 post-construction site runoff control requirements as Qualifying Alternative Programs (QAPs) in the MS4 area(s) where they are implemented.

Table 18: Qualifying Alternative Program(s) for Post-Construction Site Runoff Control Program

State QAP Name	State Requirements	Local Ordinance / Regulatory Mechanism Reference
Neuse River Basin Nutrient Sensitive (NSW) Management Strategy*	15A NCAC 2B .0235	Fuquay-Varina recently named - Implementation currently underway with NCDEQ

The NSW only covers a portion of the Town's MS4 area as shown on the below map.





The Town of Fuquay-Varina has existing requirements other than Qualifying Alternative Program(s) for implementation of the NPDES Phase II MS4 post-construction program requirements. These existing requirements are codified in local ordinance(s), and implementation is further defined in guidance, manuals and/or standard operating procedure(s) as summarized in Table 19 below. Note: Following new permit issuance (Permit Year 1, FY22), the Land Development Ordinance will be updated to reflect additional permit requirements (See BMP #1(5)).

Table 19: Summary of Existing Post-Construction Program Elements

Permit Requirements for <b>Plan Review and Approval</b>	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.2(a) Authority	TOFV LDO - §9-1405(a)(2)	2/3/14
3.6.3(a) & 15A NCAC 02H.0153(c) Federal, State & Local Projects	TOFV LDO - §9-1405(a)(5)	2/3/14
3.6.3(b) Plan Review	TOFV LDO - §9-1405(c)(2)(F)	2/3/14
3.6.3(c) O&M Agreement	TOFV LDO - §9-1405(e)(2)	2/3/14
3.6.3(d) O&M Plan	TOFV LDO - §9-1405(e)(1)	2/3/14
3.6.3(e) Deed Restrictions/Covenants	TOFV LDO - §9-1405(d)	2/3/14
3.6.3(f) Access Easements	TOFV LDO - §9-1405(e)(5)	2/3/14
Permit Requirements for <b>Inspections and Enforcement</b>	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.2(b) Documentation	TOFV LDO - §9-1405(c)(2)(F)	2/3/14
3.6.2(c) Right of Entry	TOFV LDO - §9-1405(e)(2)(iii)	2/3/14
3.6.4(a) Pre-CO Inspections	TOFV LDO - §9-1405(e)(4), §9-1405(c)(3)(D), & §9-1405(c)(3)(C)	2/3/14
3.6.4(b) Compliance with Plans	TOFV LDO - §9-1405(c)(3)(D) & §9-1405(c)(3)(C)	2/3/14
3.6.4(c) Annual SCM Inspections	TOFV LDO - §9-1405(e)(1)(B)	2/3/14
3.6.4(d) Low Density Inspections	TBD	
3.6.4(e) Qualified Professional	TOFV LDO - §9-1405(e)(1)(B)(i)	2/3/14
Permit Requirements for <b>Fecal Coliform Reduction</b>	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.6(a) Pet Waste	TOFV LDO - §9-1405(1)	2/3/14
3.6.6(b) On-Site Domestic Wastewater Treatment	TOFV LDO - §9-1405(d)(5)	2/3/14

\*TOFV Land Development Ordinance (LDO) - §9-1405 STORMWATER MANAGEMENT REGULATIONS

The Town of Fuquay-Varina also implements BMPs provided in Table 20: Post Construction Site Runoff Control BMPs to meet NPDES MS4 Permit requirements.

Table 20: Post Construction Site Runoff Control BMPs				
Permit Ref.	3.6.5(a), 3.6.5(b), and 4.1.3: Minimum Post-Construction Reporting Requirements Measures to document activities over the course of the fiscal year (July 1 – June 30) including appropriate information to accurately describe progress, status, and results.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
#27	<b>Standard Reporting</b>			
	Implement standardized tracking, documentation, inspections and reporting mechanisms to compile appropriate data for the annual self-assessment process. Data shall be provided for each Post-Construction/Qualifying Alternative Program being implemented as listed in Tables 18 and 19.	1. Track # of low density and high density plan reviews performed.	1. Continuously, Permit Year 1-5 (FY22-FY26)	1. # of plan reviews performed for low density and high density
		2. Track # of low density and high density plans approved.	2. Continuously, Permit Year 1-5 (FY22-FY26)	2. # of plan approvals issued for low density and high density
		3. Maintain a current inventory of low density projects and constructed SCMs including SCM type or low density acreage, location and last inspection date.	3. Continuously, Permit Year 1-5 (FY22-FY26)	3. # and type of SCMs added to the inventory (private and municipal); and number and acreage of low density projects constructed
		4. Track # of SCM inspections performed.	4. Continuously, Permit Year 1-5 (FY22-FY26)	4. # and type of SCM inspections (as-built vs post-construction inspection)
		5. Track # of low density inspections performed.	5. Continuously, Permit Year 1-5 (FY22-FY26)	5. # of low density inspections
		6. Track # and type of enforcement actions taken.	6. Continuously, Permit Year 1-5 (FY22-FY26)	6. # and type of enforcement actions taken.
		7. Track # of Owner Annual Inspection Reports Received	7. Continuously, Permit Year 1-5 (FY22-FY26)	7. # of Annual Inspections Received
		8. Track # of violations and/or inspection reports issued for failure to perform annual inspections.	8. Continuously, Permit Year 1-5 (FY22-FY26)	8. # of inspection report and NOV issued



**Table 20: Post Construction Site Runoff Control BMPs**

<b>Permit Ref.</b>	<b>2.3 and 3.6: Qualifying Alternative Program(s)</b> Measures to develop, implement and enforce additional BMPs in order to comply with the QAP state program requirements			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#28</b>	<b>Neuse Local Program and Ordinance</b>			
	Adopt and Implement Neuse Local Program and Ordinance	1. Submit Local Program to DWR for review and approval	1. Permit Year 1 (FY22)	1. Yes/No/Partial
		2. Update and adopt ordinance to implement Neuse Local Program	2. TBD, estimated Permit Year 2 (FY23)	2. Yes/No/Partial
		3. Implement Neuse Local Program	3. TBD, estimated Permit Years 2-3 (FY23-FY24)	3. Yes/No/Partial
		4. Update SWMP to provide specific BMPs to fully implement a compliant program.	4. TBD, estimated Permit Year 3 (FY23)	4. Yes/No/Partial
<b>Permit Ref.</b>	<b>3.6.2: Legal Authority</b> Measures to maintain adequate legal authorities through ordinance or other regulatory mechanism to: (a) review designs and proposals for new development and redevelopment to determine whether adequate stormwater control measures will be installed, implemented, and maintained, (b) request information such as stormwater plans, inspection reports, monitoring results, and other information deemed necessary to evaluate compliance with the Post-Construction Stormwater Management Program, and (c) enter private property for the purpose of inspecting at reasonable times any facilities, equipment, practices, or operations related to stormwater discharges to determine whether there is compliance with the Post-Construction Stormwater Management Program.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#29</b>	<b>Maintain Legal Authority</b>			
	Maintain Adequate Legal Authorities	1. See BMP #1(5)	1. See BMP #1(5)	1. See BMP #1(5)
		2. Maintain Land Development Ordinance (LDO)	2. Continuously Permit Years 1-5 (FY22 – FY26)	2. Yes/No # and types of updates
		3. See BMP #28	3. See BMP #28	3. See BMP #28
	<b>Post-Construction Site Runoff Controls SOPs</b>			
<b>#30</b>	Maintain a set of procedures for review and approval of SCMs required by Town	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1, FY22	2. Yes/No/Partial



**Table 20: Post Construction Site Runoff Control BMPs**

	ordinance, SCM inspection, enforcement, staff training, operation and maintenance plans for long-term maintenance, documentation, and reporting.	3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Evaluate Program and update SOP and/or SWMP BMPs and measurable goals as needed	4. Permit Years 2-5 (FY22-FY26)	4. Yes/No/Partial  # and extent of updates
<b>Permit Ref.</b>	<b>3.6.3: Plan Review and Approval</b> Measures to maintain plan review and approval authority, standards and procedures to: (a) Require Federal, State, and local government projects to comply with Post-Construction Program requirements throughout the entire MS4 permitted area, unless the entity is subject to its own NPDES MS4 permit or a qualifying alternative program, (b) Conduct site plan reviews of all new development and redeveloped sites that disturb greater than or equal to one acre, and sites that disturb less than one acre that are part of a larger common plan of development or sale for compliance with 15A NCAC 02H .1017 and the qualifying alternative programs that apply within your jurisdiction, (c) Ensure that each project has an Operation and Maintenance Agreement that complies with 15A NCAC 02H .1050(12), (d) Ensure that each project has an Operation and Maintenance Plan that complies with 15A NCAC 02H .1050(13), (e) Ensure that each project has recorded deed restrictions and protective covenants, that require the project to be maintained consistent with approved plans, and (f) Ensure that each SCM and associated maintenance accesses be protected in a permanent recorded easement per 15A NCAC 02H 1050 (9) and (10).			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#31</b>	<b>Plan reviews</b>			
	Perform plan reviews of all new development and redeveloped sites that disturb greater than or equal to one acre (including sites that disturb less than one	1. See BMP #27 (1-2, 7-8)	1. See BMP #27 (1-2, 7-8)	1. See BMP #27 (1-2, 7-8)
		2. See BMP #29	2. See BMP #29	2. See BMP #29
		3. See BMP #30	3. See BMP #30	3. See BMP #30
		4. Maintain <a href="#">plan review checklist</a> consistent with LDO and MDC requirements.	4. Continuously Permit Years 1-5 (FY22 – FY26)	4. Yes/No/N/A



**Table 20: Post Construction Site Runoff Control BMPs**

	acre that are part of a larger common plan of development or sale). The site plan review shall address how the project applicant meets the performance standards and how the project will ensure long-term maintenance.	5. Provide Stormwater <u><a href="#">Requirements for Permit Completion</a></u> and require O&M Manuals and recorded Access and Maintenance Agreement ( <u><a href="#">See templates</a></u> ) for SCMs prior to plat recordation or building CO	5. Continuously Permit Years 1-5 (FY22 – FY26)	5. Yes/No/N/A
<b>Permit Ref.</b>	<b>3.6.4: Inspections and Enforcement</b> Measures to maintain inspection and enforcement authority, standards and procedures to: (a) Conduct post-construction inspections prior to issuing a Certificate of Occupancy or a Temporary Certificate of Occupancy. Alternatively, the project owner may provide a surety bond to guarantee compliance with the approved plan(s), (b) Ensure that the project has been constructed in accordance with the approved plan(s), (c) Ensure annual inspection of each permitted SCM to ensure compliance with the approved Operation and Maintenance Agreement, (d) Ensure inspection of low density projects at least once during the permit term, and (e) Require that inspections be conducted by a qualified professional.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#32</b>	<b>Construction Requirements</b>			
	Implement platting and building CO requirements to ensure development was constructed per approved plan.	1. See BMP #29	1. See BMP #29	1. See BMP #29
		2. For residential development and some phased commercial development, require a stormwater surety be provided prior to platting.	2. Continuously Permit Years 1-5 (FY22 – FY26)	2. # and amount of stormwater sureties in place at end of FY
		3. Require as-built approval for development plans, including individual SCM as-builts, prior to building CO for commercial development or release of a stormwater surety.	3. Continuously Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Perform as-built inspections for low and high-density projects to ensure compliance with approved plan.	4. Continuously Permit Years 1-5 (FY22 – FY26)	4. # as-built inspections for low-density and SCMs

**Table 20: Post Construction Site Runoff Control BMPs**

		5. See BMP #27 (4)	5. See BMP #27(4)	5. See BMP #27(4)
<b>#33</b>	<b>Deed Restrictions and Protective Covenants</b>			
	Provide mechanisms such as recorded deed restrictions and protective covenants that ensure development activities will maintain the project consistent with approved plans (Easements, Access and Maintenance Agreements, maximum impervious limitations, etc.)	1. See BMP #29	1. See BMP #29	1. See BMP #29
		2. Require enforceable deed restrictions as shown on approved construction drawings with final plat review.	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial
<b>#34</b>	<b>Long-term operation and maintenance of SCMs</b>			
	Require SCM owners to submit annual inspection reports by a qualified professional to demonstrate compliance with SCM maintenance requirements. In addition, Town staff will inspect completed SCMs.	1. See BMP #29	1. See BMP #29	1. See BMP #29
		2. Require SCM Owners to annually submit SCM inspection reports. from date of CO or release of SCM surety and report metric	2. Require annually	2. Yes/No/Partial
		3. Split SCMs into five equal groups (20% of total) for inspection; so that with one group inspected per year, all SCMs will be inspected over a five-year period.	3. Annually for Permit Years 1-5 (FY22 – FY26)	3. Yes/No % of SCMs inspected
		4. See BMP # 27 (7-8)	4. See BMP # 27 (7-8)	4. See BMP # 27 (7-8)



**Table 20: Post Construction Site Runoff Control BMPs**

<b>Permit Ref.</b>	<b>3.6.6: Fecal Coliform Reduction</b> Measures to control, to the maximum extent practicable, sources of fecal coliform per 15A NCAC 02H .1017(7). At a minimum, the program shall include: (a) A pet waste management component, which may be achieved by revising an existing litter ordinance, and (b) An on-site domestic wastewater treatment system component, if applicable, which may be coordinated with local county health department, to ensure proper operation and maintenance of such systems.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
#35	<b>Pet Waste Management</b>			
	Provide a pet waste component in the LDO and provide associated education materials.	1. See BMP #1(5)	1. See BMP #1(5)	1. See BMP #1(5)
		2. See BMPs #3-#7	2. See BMPs #3-#7	2. See BMPs #3-#7
#36	<b>On-site Domestic Wastewater</b>			
	Provide information to citizens regarding domestic wastewater treatment proper operation and maintenance as well as a reporting mechanism for unmaintained systems.	1. Provide a link to Wake County Septic and Wastewater Management on the Town <a href="#">website</a>	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No
		2. See BMPs #3	2. See BMPs #3	2. See BMPs #3
		3. See BMPs #4	3. See BMPs #4	3. See BMPs #4
		4. See BMPs #5	4. See BMPs #5	4. See BMPs #5
		5. See BMPs #6	5. See BMPs #6	5. See BMPs #6

## PART 10: POLLUTION PREVENTION AND GOOD HOUSEKEEPING PROGRAMS

This SWMP provides a comprehensive pollution prevention and good housekeeping strategy for the Town of Fuquay-Varina municipal facilities and operations. Pollution prevention and good housekeeping is accomplished through the implementation of seven required programs, which collectively address the ultimate goal of preventing or reducing pollutant runoff from municipal operations such as parks and open space maintenance, fleet and building maintenance, new construction and land disturbances, and municipal storm sewer system maintenance.

Pollution prevention and good housekeeping for municipal operations includes the following programs:

1. Municipal Facilities Operation and Maintenance Program
2. Spill Response Program
3. MS4 Operation and Maintenance Program
4. Municipal SCM Operation and Maintenance Program
5. Pesticide, Herbicide and Fertilizer Management Program
6. Vehicle and Equipment Maintenance Program
7. Pavement Management Program

The Town of Fuquay-Varina will manage, implement and report the pollution prevention and good housekeeping BMPs as specified in Table 21 below for each required program.

Table 21: Pollution Prevention and Good Housekeeping BMPs				
Permit Ref.	<b>3.7.1: Municipal Facilities Operation and Maintenance Program</b> Measures to manage facilities that are owned and operated by the permittee and have the potential for generating polluted stormwater runoff. The permittee shall maintain a current inventory of municipal facilities; perform facility inspections and routine maintenance; establish specific frequencies, schedules, and standard documentation; provide staff training on general stormwater awareness and implementing pollution prevention and good housekeeping practices			
BMP No.	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
#37	<b>Inventory of municipally owned or operated facilities</b>			
	Maintain a current inventory of facilities and operations owned and operated by the permittee with the potential for generating polluted stormwater runoff.	1. Maintain list inventory of municipal facilities and SCMs	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  # of municipal facilities and SCMs
		2. Determine which facilities and operations have potential for generating polluted runoff ( <i>priority facilities</i> ). Those that do not represent this potential will be classified as <i>low risk facilities</i> .	2. Annually, Permit Years 1-5 (FY22-FY26)	2. # of priority facilities and # of low risk facilities



**Table 21: Pollution Prevention and Good Housekeeping BMPs**

		3. Perform annual inspections of <u>high priority facilities</u> . Inspect all low risk facilities at least once per permit term. Utilize standard checklist.	3. Annually, Permit Years 1-5 (FY22-FY26)	3. Yes/No/Partial  # of <u>high priority facility</u> inspections, # of low priority facility inspections
		4. Document inspections details, including date, findings and resolutions	4. Annually, Permit Years 1-5 (FY22-FY26)	4. Yes/No/Partial
		5. See BMP #39	5. See BMP#39	5. See BMP #39
		6. See BMP #41	6. See BMP #41	6. See BMP #41
#38	<b>Staff Training</b>			
	Provide training for staff responsible for performing town-facility inspections	1. Develop training material for staff responsible for facility compliance inspections	1. Permit Year 1 (FY22)	1. Yes/No/Partial
		2. Perform training	2. Annually, Permit Years 1-5 (FY22-FY26)	2. Yes/No/Partial  Date and name of staff trained during reporting period
#39	<b>Municipal Facilities Operation and Maintenance Program</b>			
	Maintain Operation and Maintenance Plan for Town Facilities	1. Incorporate existing <i>General Operation &amp; Maintenance Plan for Town Facilities</i> into SOPs for MS4 Compliance	1. Permit Year 1 (FY22)	1. Yes/No/Partial
		2. See BMP #41	2. See BMP #41	2. See BMP #41
		3. Engage a consultant to develop a site-specific SWPPP for the Public Service Center (PSC)	3. Permit Year 1 (FY22)	3. Yes/No/Partial
		4. Train PSC staff on procedures, inspections, etc. identified in the SWPPP	4. Annually, Permit Years 2-5 (FY23-FY26)	4. Yes/No/N/A/Partial  Date and name of staff trained during reporting period
		5. Implement elements of SWPPP, including inspections, documentation, procedures, etc.	5. Annually, Permit Years 2-5 (FY23-FY26)	5. Yes/No/Partial
		6. Evaluate and update SWPPP and/or SWMP measurable goals as needed	6. Annually, Permit Years 2-5 (FY23-FY26)	6. Yes/No/Partial/NA  # and extent of updates
		7. See BMP #38	7. See BMP #38	7. See BMP #38

**Table 21: Pollution Prevention and Good Housekeeping BMPs**

<b>Permit Ref.</b>	<b>3.7.2: Spill Response Program</b> Measures for facilities and operations that store and/or use materials that have the potential to contaminate stormwater runoff if spilled. The permittee shall maintain written spill response procedures and train staff on spill response procedures.			
<b>BMP No.</b>	<b>A</b> <b>Description of BMP</b>	<b>B</b> <b>Measurable Goal(s)</b>	<b>C</b> <b>Schedule for Implementation</b>	<b>D</b> <b>Annual Reporting Metric</b>
<b>#40</b>	<b>Spill Response Procedures</b>			
	Maintain written spill response procedures for municipal operations.	1. Update spill response procedures to include more specific storage containment and disposal procedures	1. Permit Year 1 (FY22)	1. Yes/No/Partial
		2. See BMP #37	2. See BMP #37	2. See BMP #37
		3. Update existing Spill Response Procedures fact sheet currently displayed at Town Facilities to include FY 2022 updates	3. Permit Year 2 (FY23)	3. Yes/No/Partial
		4. Display Spill Response fact sheet at all Town Facilities	4. Continuously, Permit Years 1-5 (FY22 – FY26)	4. Yes/No/Partial
		5. See BMP #38	5. See BMP #38	5. See BMP #38
<b>Permit Ref.</b>	<b>3.7.3: MS4 Operation and Maintenance Program</b> Measures to minimize pollutants in the stormwater collection system. The permittee shall provide operation and maintenance staff training on stormwater awareness and pollution prevention, perform MS4 inspections, maintain the collection system including catch basins and conveyances; and establish specific frequencies, schedules, and standard documentation.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>#41</b>	<b>Pollution Prevention and Good Housekeeping Program</b>			
	Maintain a proactive plan for MS4 system maintenance with regular inspections and maintenance. Plan will include schedules, standard documentation, staff responsibilities, and training.	1. Develop <i>Draft SOPs for MS4 Compliance</i>	1. FY21	1. Yes/No/Partial
		2. Finalize <i>SOPs for MS4 Compliance</i>	2. Permit Year 1 (FY22)	2. Yes/No/Partial
		3. Implement procedures outlined in <i>SOPs for MS4 Compliance</i>	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. Evaluate Program and update SOP and/or SWMP BMPs and measurable goals as needed	4. Permit Years 2-5 (FY22-FY26)	4. Yes/No/Partial # and extent of updates
		5. See BMP #37	5. See BMP #37	5. See BMP #37
		6. See BMP #38	6. See BMP #38	6. See BMP #38
		7. See BMP #42	7. See BMP #42	7. See BMP #42



**Table 21: Pollution Prevention and Good Housekeeping BMPs**

#42	<b>Staff Training</b>			
	Develop and implement a staff training program for general stormwater pollution prevention and provide to departments with staff that work throughout the Town and for departments that maintain Town Facilities.	1. Develop materials for training program outline in <i>SOPs for MS4 Compliance</i>	1. Permit Year 1 (FY226)	1. Yes/No/N/A/Partial  Number of staff trained during reporting period
		2. Provide staff identified in <i>SOPs for MS4 Compliance</i> training	2. Annually, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/N/A/Partial  Number of staff trained during reporting period
#43	<b>Operation and Maintenance (O&amp;M) for municipally-owned or maintained catch basins and conveyance systems</b>			
	Maintain and implement an O&M program for the stormwater sewer system including catch basins and conveyance systems that it owns and maintains.	1. Implement an inspection program per SOP for MS4 Compliance. SOP includes inspection schedules, standard documentation, staff responsibilities and training.	1. Permit Years 1-5 (FY22 – FY26)	1. Yes/No
		2. Perform regular inspections in accordance with the SOP	2. Permit Years 1-5 (FY22 – FY26)	2. Number of inspections
		3. See BMP #41	3. See BMP #41	3. See BMP #41
		4. Verify, document, and prioritize maintenance activities identified by inspections or citizen reports ( <i>Investigation and Enforcement Database</i> )	4. Continuously, Permit Years 1-5 (FY22 – FY26)	4. Number of maintenance activities performed
Permit Ref.	<b>3.7.4: Municipal SCM Operation and Maintenance Program</b> Measures to manage municipally-owned, operated, and/or maintained structural SCMs that are installed for compliance with the permittee's post-construction program. The permittee shall maintain a current inventory of SCMs, perform SCM inspections and maintenance, and shall establish specific frequencies, schedules, and documentation.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
#44	<b>SCM Operation and Maintenance Program</b>			
	Maintain an inventory of Town-maintained SCMs,	1. See BMP #27(3-4)	1. See BMP #27(3-4)	1. See BMP #27(3-4)
		2. See BMP #30	2. See BMP #30	2. See BMP #30



**Table 21: Pollution Prevention and Good Housekeeping BMPs**

	perform SCM inspections and maintenance according to established specific frequencies and schedules. Provide documentation for all activities.	3. See BMP #38	3. See BMP #38	3. See BMP #38
		4. See BMP #39	4. See BMP #39	4. See BMP #39
		5. See BMP #41	5. See BMP #41	5. See BMP #41
		6. Perform inspections of SCMs per established frequencies	6. Permit Years 1-5 (FY22 – FY26)	6. Yes/No/Partial # of inspections
		7. Perform maintenance of inspected SCMs per established frequencies	7. Permit Years 1-5 (FY22 – FY26)	7. Yes/No/Partial # of maintenance activities performed
<b>Permit Ref.</b>	<b>3.7.5: Pesticide, Herbicide and Fertilizer Management Program</b> Measures to minimize water quality impacts from the use of landscape chemicals. The permittee shall provide routine pollution prevention and chemical use, storage and handling training, and shall ensure compliance with permits and applicator certifications.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#45</b>	<b>Pesticide, Herbicide and Fertilizer Management Program</b>			
	Ensure municipal employees utilizing pesticides, herbicides, and fertilizer are properly trained and all permits, certifications, and other measures for applicators are followed.	1. Maintain a licensed pesticide applicator on staff.	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial
		2. Implement a shared spreadsheet for licensed staff to include certification numbers and annual training (updated by department directors)	2. Annually, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial # of licensed pesticide applicator on staff for fertilizer
<b>Permit Ref.</b>	<b>3.7.6: Vehicle and Equipment Maintenance Program</b> Measures to prevent and minimize contamination of stormwater runoff from areas used for municipal vehicle and equipment maintenance and/or cleaning. The permittee shall ensure that municipal industrial facilities subject to NPDES industrial permitting comply with those permit requirements, provide routine pollution prevention training to staff, perform routine inspections, and establish specific frequencies, schedules, and documentation.			
<b>BMP No.</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
	<b>Description of BMP</b>	<b>Measurable Goal(s)</b>	<b>Schedule for Implementation</b>	<b>Annual Reporting Metric</b>
<b>#46</b>	<b>Stormwater Runoff from all areas used for Vehicle and Equipment Cleaning</b>			
	Describe and implement measures to prevent or minimize contamination of the stormwater runoff from	1. Maintain a designated vehicle washing area (See Public Service Center SWPPP)	1. 1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial
		2. See BMP #39	2. See BMP #39	2. See BMP #39



**Table 21: Pollution Prevention and Good Housekeeping BMPs**

	all areas used for vehicle and equipment cleaning.	3. Utilize an inspection log to track Oil & Water Separator inspections and maintenance performed at car washing station at the Public Service Center	3. Continuously, Permit Years 1-5 (FY22 – FY26)	3. Yes/No/Partial
		4. See BMP #41	4. See BMP #41	4. See BMP #41
<b>Permit Ref.</b>	<b>3.7.7: Pavement Management Program</b> Measures to reduce pollutants in stormwater runoff from municipally-owned streets, roads, and parking lots within the permittee's corporate limits. The permittee shall implement measures to control litter, leaves, debris, particulate and fluid pollutants associated with vehicles, and establish specific frequencies, schedules, and documentation.			
<b>BMP No.</b>	<b>A</b> <b>Description of BMP</b>	<b>B</b> <b>Measurable Goal(s)</b>	<b>C</b> <b>Schedule for Implementation</b>	<b>D</b> <b>Annual Reporting Metric</b>
<b>#47</b>	<b>Pavement Management Program</b>			
	The permittee shall evaluate existing and new BMPs annually that reduce polluted stormwater runoff from municipally-owned streets, roads, and public parking lots within their corporate limits.	1. Evaluate existing and new BMPs annually that reduce polluted stormwater runoff from municipally-owned streets, roads, and public parking lots	1. Continuously, Permit Years 1-5 (FY22 – FY26)	1. Yes/No/Partial  Note new BMPs
		2. Maintain inventory of municipal parking lots and stormwater conveyance system	2. Continuously, Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial
		3. See BMP #41	3. See BMP #41	3. See BMP #41
<b>#48</b>	<b>Street Sweeping</b>			
	Maintain a Street Sweeping Program of Town-maintained ROW and parking lots.	1. See BMP #41	1. See BMP #41	1. See BMP #41
		2. Perform street sweeping per established frequencies in <i>SOPs for MS4 Compliance</i>	2. Permit Years 1-5 (FY22 – FY26)	2. Yes/No/Partial
		3. Report material collected	3. Continuously, Permit Years 1-5 (FY22 – FY26)	4. Amount of material collected
<b>#49</b>	<b>Litter, Leaves, Debris and Other Pollutants</b>			
	Maintain measures to control litter, leaves, debris, particulate and fluid pollutants associated	1. Provide Education and Outreach regarding proper disposal	1. See BMPs #3, #5 & #6	1. See BMPs #3, #5 & #6

**Table 21: Pollution Prevention and Good Housekeeping BMPs**

	with vehicles, schedules, and documentation.	2. Maintain a <a href="#">Yard Debris and Collection Program</a> through the Town's Recycling Service	2. Permit Years 1-5 (FY22 – FY26)	2. Yes/No
		3. See BMP #48	3. See BMP #48	3. See BMP #48